

COMMITTEE AMENDMENT FORM

DATE: 11/30/10

COMMITTEE CITY UTILITIES PAGE NUM(S) 1

ORDINANCE I. D. #10-O- SECTION (S)

RESOLUTION I. D. #10-R-2004 PARA. 4

AMENDS THE LEGISLATION BY DELETING THE 4TH “WHEREAS” IN ITS ENTIRETY.

AN AMENDED RESOLUTION BY

10-R-2004

CITY UTILITIES COMMITTEE

AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 AND TO AMEND THE SCOPE OF SERVICES FOR FC- 4718B, ANNUAL CONTRACT FOR SMALL WATER METERS FOR THE BUREAU OF DRINKING WATER WITH KEMI CONSTRUCTION, INC. ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT/BUREAU OF DRINKING WATER IN AN AMOUNT NOT TO EXCEED FOUR MILLION DOLLARS AND NO CENTS (\$4,000,000.00.); ALL CONTRACT WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER FUND 5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17102658 (SMALL METER INSTALLATION) 103 (TASK) 506621876 (2009A WATER & WASTEWATER REVENUE BOND FUND) 5414002 (FACILITIES OTHER THAN BUILDINGS) COA; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta("City") entered into an Agreement for FC-4718B, Annual Contract for Small Water Meters for the Bureau of Drinking Water with Kemi Construction, Inc. pursuant to Resolution 08-R-1861; and

WHEREAS, the term of the agreement is for a period of one (1) year with two (2) one (1) year renewal options at the sole discretion of the City commencing January 5, 2009; and

WHEREAS, the City did enter into Renewal Agreement No. 1 with a term of January 6, 2010 to January 5, 2011 pursuant to Ordinance 10-O-0292; and

WHEREAS, the Department of Watershed Management desires to amend the existing scope of work to allow for certain meter, meter box, and line repair services and to adjust penalties associated with service work orders; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer recommend Renewal Agreement No. 2 and to amend the scope of services for Agreement FC-4718B, Annual Contract for Annual Contract for Small Water Meters for the Bureau of Drinking Water with Kemi Construction, Inc. in an amount not to exceed Four Million Dollars and No Cents (\$4,000,000.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES, that the Mayor is hereby authorized to enter into Renewal Agreement No. 2 for Agreement FC-4718B, Annual Contract for Annual Contract for Small Water Meters for the Bureau of Drinking Water with Kemi Construction, Inc. in an amount not to exceed Four Million Dollars and No Cents (\$4,000,000.00).

BE IT FURTHER RESOLVED, that the Mayor is authorized to amend the existing scope of work to include the following: Section 0100 – Summary of Work – Part 1

number B, to include “exchange water meters, retrofit water meters, raise service lines, meter, box offset, replace water meter box”; and Section 01200 – Measurement and) Payment – Part 1 to add Items 1.17 Exchange Meter, 1.18 Raise Service Line, Exchange Meter and Meter Box Offset, 1.19 Retrofit Meter, 1.20 Retrofit Meter and Meter Box Offset, 1.21 Meter Box Replacement, whereby section 1.18 now becomes Section 1.22 Penalty for Late Work, with the change relative to Section 01011, 1.01, “This penalty shall be “\$250 on the first day that the work order is considered late, plus an additional \$250...”

BE IT FURTHER RESOLVED, that the term of Renewal Agreement No. 2 shall be from January 6, 2011 to January 5, 2012.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare an appropriate Agreement for execution by the Mayor.

BE IT FURTHER RESOLVED, that the Agreement will not become binding on the City, and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to Kemi Construction, Inc.

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from Fund Department Organization and Account Number 5066 (2009A Water & Wastewater Revenue Bond Fund) 170408 (DWM Drinking Water Engineering) 5414002 (Facilities Other Than Buildings) 4440000 (Distribution) and Project Task Award Expenditure and Organization Number 5414002 (Facilities Other Than Buildings) COA.

**A RESOLUTION BY
CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 AND TO AMEND THE SCOPE OF SERVICES FOR FC-4718B, ANNUAL CONTRACT FOR SMALL WATER METERS FOR THE BUREAU OF DRINKING WATER WITH KEMI CONSTRUCTION, INC. ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT/BUREAU OF DRINKING WATER IN AN AMOUNT NOT TO EXCEED FOUR MILLION DOLLARS AND NO CENTS (\$4,000,000.00.); ALL CONTRACT WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER FUND 5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17102658 (SMALL METER INSTALLATION) 103 (TASK) 506621876 (2009A WATER & WASTEWATER REVENUE BOND FUND) 5414002 (FACILITIES OTHER THAN BUILDINGS) COA; AND FOR OTHER PURPOSES.

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WHEREAS, Ordinance 10O0292 did reflect anthe Renewal Agreement No. 1 did

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BE IT FURTHER RESOLVED, that the Mayor is authorized to amend the existing scope of work to include the following: Section 0100 – Summary of Work – Part 1 number B, to include “exchange water meters, retrofit water meters, raise service lines, meter, box offset, replace water meter box”; and Section 01200 – Measurement and) Payment – Part 1 to add Items 1.17 Exchange Meter, 1.18 Raise Service Line, Exchange Meter and Meter Box Offset, 1.19 Retrofit Meter, 1.20 Retrofit Meter and Meter Box Offset, 1.21 Meter Box Replacement, whereby section 1.18 now becomes Section 1.22 Penalty for Late Work, with the change relative to Section 01011, 1.01, “This penalty shall be “\$250 on the first day that the work order is considered late, plus an additional \$250...”

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by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to Kemi Construction, Inc.

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from Fund Department Organization and Account Number 5066 (2009A Water & Wastewater Revenue Bond Fund) 170408 (DWM Drinking Water Engineering) 5414002 (Facilities Other Than Buildings) 4440000 (Distribution) and Project Task Award Expenditure and Organization Number 5414002 (Facilities Other Than Buildings) COA.



KASIM REED
MAYOR

CITY OF ATLANTA
55 TRINITY AVENUE, SW, SUITE 5400, SOUTH BLDG.
ATLANTA, GEORGIA 30303-0324
OFFICE (404) 330-6081
FAX (404) 658-7194

DEPARTMENT OF
WATERSHED MANAGEMENT
DEXTER C. WHITE
Commissioner

October 15, 2010

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Dexter C. White, Interim Commissioner *Dexter C. White*
Department of Watershed Management

RE: **RENEWAL #2/SCOPE AMENDMENT REQUEST – REVISION (NTE Amount)**
FC-4718B, Annual Contract for Small Water Meters
Original Contract Amount: \$4,000,000.00
Renewal #1: Time Only

The Department of Watershed Management is requesting to revise the request dated September 28, 2010 for FC-4718B, Annual Contract for Small Water Meters for cycle 19, November 15, 2010. The project will be funded from the following PATEO: 5066.170498.5414002.4440000.102568.21876. The **new** amount for the Renewal/Amendment is **\$4,000,000.00**.

Additionally, we are seeking to amend the scope for this contract under **Section 0100 – Summary of Work – Part 1 number B**, to include "exchange water meters, retrofit water meters, raise service lines, meter, box offset, replace water meter box"; and **Section 01200 – Measurement and) Payment – Part 1 to add Items 1.17 Exchange Meter, 1.18 Raise Service Line, Exchange Meter and Meter Box Offset, 1.19 Retrofit Meter, 1.20 Retrofit Meter and Meter Box Offset, 1.21 Meter Box Replacement, whereby section 1.18 now becomes Section 1.22 Penalty for Late Work, with the change relative to Section 01011, 1.01, "This penalty shall be "250 on the first day that the work order is considered late, plus an additional \$250**

The changes for the above items 1.17 – 1.22, have been itemized as per Section 00300, BID SCHEDULE. **(SEE ATTACHMENT)**

In order to fund the renewal/amended scope request, the Department of Watershed Management is requesting that purchase order #510011741 for FC-6004007803A, Small Water Meters Installation. Renewal No.2 be cancelled.

If you have any questions concerning this matter, please feel free to contact Gwendolyn J. Carswell, Watershed Manager, at (404) 330-6331 or Willie Canidate, Procurement Officer, at (404) 330-6335.

Your assistance in this matter is requested and appreciated.

ATTACHMENT

DW:JB/wc

c: Jim Beard, DWM
David St. Pierre, DWM
Keith Brooks, DOP
Mano Smith, DOP
Benjamin Kuku, DWM
Manuel Solomon, DWM
Willie Canidate, DWM



CITY OF ATLANTA

Shirley Franklin
Mayor

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
howens@atlantaga.gov

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Hubert Owens, Director *HO*
Mayor's Office of Contract Compliance

RE: **Bid Recommendation for FC 4718, Annual Contract for Small Water Meters**

DATE: August 25, 2008

The Office of Contract Compliance has reviewed the six bids for minority and female business enterprise participation. All six bidders have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

Kemi Construction Co., Inc.

Williams Underground Utilities

MST Company

Multiworks

PS Energy Group, Inc.

Participation Total

AABE 22%

FBE 4%

AABE 6%

FBE 2%

34%

Metals & Materials Engineers, LLC

Integrated Construction Management

EGM

Participation Total

FBE 6%

AABE 28%

34%

Shaheed's Construction Company, Inc.

Thrasher Trucking Co.

Gantt's Construction Co.

C&S Paving

The Artis Group

Participation Total

AABE 2%

AABE 22%

FBE 6%

AABE 4%

34%

Rockdale Pipeline

Engineered Process Equipment

Ram Tool & Supply

Participation Total

AABE 28%

FBE 6%

34%

MEMORANDUM

TO: Adam L. Smith
FROM: Hubert Owens
RE: **Bid Recommendation for FC 4718, Annual Contract for Small Water Meters**
DATE: **August 25, 2008**
PAGE: 2

Brent Scarbrough & Company

Drayco Group, LLC	AABE 21%
Infrastructure Technologies	AABE 7%
Allied Contracting & Engineering, Inc.	FBE 6%
Participation Total	34%

Wade Coots Company

EGM	AABE 11%
J&L Contracting	AABE 19%
North American Pipeline, Inc.	FBE 7%
Participation Total	37%

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File
Mano Smith, DOP

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 FOR FC- 4718B, ANNUAL CONTRACT FOR SMALL WATER METERS FOR THE BUREAU OF DRINKING WATER WITH KEMI CONSTRUCTION, INC. ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT/BUREAU OF DRINKING WATER IN AN AMOUNT NOT TO EXCEED FOUR MILLION DOLLARS AND NO CENTS (\$4,000,000.00); ALL CONTRACT WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17102658 (SMALL METER INSTALLATION) 103 (TASK) 506621876 (2009A WATER & WASTEWATER REVENUE BOND FUND) 5414002 (FACILITIES OTHER THAN BUILDINGS) COA; AND FOR OTHER PURPOSES.

Council Meeting Date: November 15, 2010

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose legislation is to request authorize for Renewal 2 with Kemi Construction Inc. under FC- 4718B ,Annual Contract for Annual Contract for Small Water Meters for the Bureau of Drinking Water.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The purpose legislation is for contract renewal authorization of under FC- 4718B , Annual Contract for Annual Contract for Small Water Meters for the Bureau of Drinking Water. The contract will install on-demand services of installation of small meters twelve (12) inch valves, fittings, pipe, excavation, backfill compaction, and restoration.

3. If Applicable/Known:

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc): SERVICES

(b) **Source Selection:** Competitive Bid

(c) **Bids/Proposals Due:**

(d) **Invitations Issued:**

(e) **Number of Bids:**

(f) **Proposals Received:**

(g) **Bidders/Proponents:**

(h) **Term of Contract:**

4. Fund Account Center (Ex. Name and number):

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: Example: Local Assistance Grant

6. Fiscal Impact:

This legislation will result in a reduction in the amount of \$4,000,000.00 to Fund Account Center Number 5066 (2009A Water & Wastewater Revenue Bond Fund) 170408 (DWM Drinking Water Engineering) 5414002 (Facilities Other Than Buildings) 4440000 (Distribution) and Project Task Award Expenditure and Organization Number 5414002 (Facilities Other Than Buildings) COA.

7. Method of Cost Recovery:

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.**
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.**

This Legislative Request Form Was Prepared By: Willie Canidate, Procurement Officer Sr. ext. 6335.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 AND TO AMEND THE SCOPE OF SERVICES FOR FC- 4718B, ANNUAL CONTRACT FOR SMALL WATER METERS FOR THE BUREAU OF DRINKING WATER WITH KEMI CONSTRUCTION, INC. ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT/BUREAU OF DRINKING WATER IN AN AMOUNT NOT TO EXCEED FOUR MILLION DOLLARS AND NO CENTS (\$4,000,000.00.); ALL CONTRACT WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER FUND 5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17102658 (SMALL METER INSTALLATION) 103 (TASK) 506621876 (2009A WATER & WASTEWATER REVENUE BOND FUND) 5414002 (FACILITIES OTHER THAN BUILDINGS) COA; AND FOR OTHER PURPOSES.

Council Meeting Date: November 15, 2010

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose legislation is to request authorize for Renewal 2 and to amend the scope of services with Kemi Construction Inc. under FC- 4718B, Annual Contract for Small Water Meters for the Bureau of Drinking Water.

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Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The purpose legislation is for contract renewal authorization of under FC- 4718B , Annual Contract for Annual Contract for Small Water Meters for the Bureau of Drinking Water. The contract will install on-demand services of installation of small meters twelve (12) inch valves, fittings, pipe, excavation, backfill compaction, and restoration.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** SERVICES
- (b) **Source Selection:** Competitive Bid
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

4. Fund Account Center (*Ex. Name and number*):

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: *Example: Local Assistance Grant*

6. Fiscal Impact:

This legislation will result in a reduction in the amount of \$4,000,000.00 to Fund Account Center Number 5066 (2009A Water & Wastewater Revenue Bond Fund) 170408 (DWM Drinking Water Engineering) 5414002 (Facilities Other Than Buildings) 4440000 (Distribution) and Project Task Award Expenditure and Organization Number 5414002 (Facilities Other Than Buildings) COA.

7. Method of Cost Recovery:

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.***
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.***

This Legislative Request Form Was Prepared By: Willie Canidate, Procurement Officer Sr. ext. 6335.

LEGISLATIVE SUMMARY
RFQ-4718, Annual Contract for Small Water Meters,
Contract B, Renewal No. 2 and Scope Amendment

TO: CITY UTILITIES COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 AND TO AMEND THE SCOPE OF SERVICES FOR FC-4718B, ANNUAL CONTRACT FOR SMALL WATER METERS FOR THE BUREAU OF DRINKING WATER WITH KEMI CONSTRUCTION, INC. ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT/BUREAU OF DRINKING WATER IN AN AMOUNT NOT TO EXCEED FOUR MILLION DOLLARS AND NO CENTS (\$4,000,000.00.); ALL CONTRACT WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER FUND 5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION NUMBER 17102658 (SMALL METER INSTALLATION) 103 (TASK) 506621876 (2009A WATER & WASTEWATER REVENUE BOND FUND) 5414002 (FACILITIES OTHER THAN BUILDINGS) COA; AND FOR OTHER PURPOSES.

Committee Meeting Date:	November 9, 2010
Council Meeting Date:	November 15, 2010
Legislation Title:	4718B, ANNUAL CONTRACT FOR SMALL WATER METERS
Requesting Dept.:	Department of Watershed Management
Legislation Title:	RFQ-4718, Annual Contract for Small Water Meters, Contract B
Requesting Dept.:	Watershed Management
Contract Type:	BID
Advertisement:	Web: July 21, 2008
Bids/Proposals Due:	August 21, 2008
Invitations Mailed:	30

Bids/Proposals Received:	6
Bidders:	<p>Shaheed's Construction Company, Inc. Metals and Materials Engineers, LLC Brent Scarbrough and Company, Inc. Kemi Construction Company, Inc. Rockdale Pipeline, Inc. Wade Coots Company, Inc.</p>
Contractor:	Kemi Construction Company, Inc. (two contracts awarded, second award made to: Metals and Materials Engineers, LLC)
Estimated Value:	\$4,000,000.00
Scope Summary:	<p>The scope of work provides for the furnishing of all labor, equipment, and material necessary to provide on-demand services for the installation of small water meters as authorized by the Department of Watershed Management. Renewal Agreement No.2 will extend the current Agreement One additional year. Also Renewal Agreement No.2 will be amended to add additional services to the current scope of work.</p>
Background:	<p>Original contract, execution was executed on January 5, 2009 in a not to exceed amount of \$4,000,000.00: and expired on January 4, 2010.</p> <p>Renewal Agreement No.1 effective date began on January 5, 2010 and expires on January 4, 2011 for time only.</p>
Evaluation Team:	Representatives from the Department of Watershed Management and Office of Contract Compliance
Term of Contract:	Period of one (1) year with two (2) one (1) year renewal options.
Fund Account Centers:	5066 (2009A WATER & WASTEWATER REVENUE BOND FUND) 170408 (DWM DRINKING WATER ENGINEERING) 5414002 (FACILITIES OTHER THAN BUILDINGS) 4440000 (DISTRIBUTION) AND PROJECT TASK AWARD EXPENDITURE AND ORGANIZATION

NUMBER 17102658 (SMALL METER INSTALLATION)
103 (TASK) 506621876 (2009A WATER & WASTEWATER
REVENUE BOND FUND) 5414002 (FACILITIES OTHER
THAN BUILDINGS) COA

Prepared By:

Anthony Stanley, Contracting Officer

Contact Number:

(404) 330-6384

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Chief of Staff

Dept.'s Legislative Liaison: _____ Maisha L. Wood _____

Contact Number: _____ (404) 330-6887 _____

Originating Department: _____ Department of Watershed Management _____

Committee(s) of Purview: _____ City Utilities _____

Chief of Staff Deadline: _____ October 26, 2010 _____

Anticipated Committee Meeting Date(s): _____ November 9, 2010 _____

Anticipated Full Council Date: _____ November 15, 2010 _____

Legislative Counsel's Signature: _____

Commissioner Signature: _____

Chief Procurement Officer Signature: _____

CAPTION

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FINANCIAL IMPACT (if any): \$4,000,000.00

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: _____ Reviewed by: _____
(date) (date)

Submitted to Council: _____ (date)